

COMPANY NAME

ADDRESS

CONTACT / EMAIL

WIP INVOICE

INVOICE DATE

INVOICE NO.

PROJECT NO.

PAYMENT TERMS

CLIENT / BILL TO

CLIENT ADDRESS

PROJECT NAME

PROJECT PHASE / STAGE

PURCHASE ORDER (PO) #

TOTAL CONTRACT VALUE

PREVIOUSLY BILLED

CURRENT INVOICE DUE

REMAINING BALANCE

PHASE / DESCRIPTION

PHASE VALUE

% COMPLETE

TOTAL EARNED

PREV. BILLED

CURRENT CLAIM

PHASE / DESCRIPTION	PHASE VALUE	% COMPLETE	TOTAL EARNED	PREV. BILLED	CURRENT CLAIM
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CURRENT SUBTOTAL

TAX / VAT

TOTAL DUE THIS PERIOD

PAYMENT INSTRUCTIONS / NOTES

Prepared By / Date

Approved By (Client) / Date